

# **MINUTES OF THE REGULAR NORWALK CITY COUNCIL MEETING ON 3-05-15** (abridged for publication)

Mayor Phillips called the City Council meeting to order at 6:05 p.m. Present at roll call: Tom Greteman, Erika Isley, Kyle Jackson and Jaki Livingston. Absent: Eric Delker. (RC = roll call vote)

15-030 Motion by Greteman, seconded by Isley to approve the **agenda**, as amended to include appointment of Justin Craig and Scott Hughes, to the Construction Board of Appeals for terms expiring December 31, 2017, under the consent agenda, carried unanimously by voice vote.

15-031 Motion by Livingston, seconded by Isley to approve **minutes** from the February 19<sup>th</sup> regular council meeting carried unanimously by voice vote.

Consent included **tax abatements**; receive and file **Storm Water Annual report**; **Resolution 0305-15-016 setting date of Public Hearing on designation of the Norwalk Urban Renewal Plan amendment and expenditures**:

AARON HURT	EMS CLASS	\$75.00	KYLE BISSELL	EMS CLASS	\$100.00
AHLERS & COONEY	LABOR EMP	\$480.00	LARUE DIST	SUPPLIES	\$88.98
AIA CORPORATION	CLOTH ALLOW	\$111.75	LINDSAY MORTENSON	EMS CLASS	\$50.00
ALADTEC INC	SUBSCRIPTION	\$1,495.00	LIVING MAGAZINE	PUBLICATION	\$999.00
ANDY MOGLE	DADDY DAUGHTER	\$115.00	LUCINDA SPERRY	EARLY OUT ART	\$480.00
BARCO PRODUCTS	EQUIPMENT	\$271.57	MAIN ST MONTESSORI	ADULT CLASS	\$87.00
BLUE TARP FINANCIAL	SUPPLIES	\$154.97	MARKETA OLIVER	REIMB	\$42.04
BOUND TREE MEDICAL	SUPPLES	\$653.62	MATHESON TRI-GAS	SUPPLIES	\$167.46
BRICK GENTRY	LEGAL SVCS	\$150.00	MENARDS	SUPPLIES	\$67.53
CITY OF WDM	WESTCOM	\$85,197.25	MENARDS	SUPPLIES	\$451.46
CONCENTRA MEDICAL	TESTING	\$41.00	MERCY COLLEGE TRAIN	EMS TRAIN	\$80.00
DAN SCHELLHASE	EMS CLASS	\$50.00	METRO WASTE AUTH	COMPOST IT	\$530.00
DES MOINES IRON	SUPPLIES	\$83.07	MUNICIPAL SUPPLY	SUPPLIES	\$11,184.30
DM WATER WORKS	DMWW	\$2,433.92	N WAR TOWN & CTY	MINUTES	\$274.86
EMILY BERG	EMS CLASS	\$50.00	NORWALK SCHOOLS	RIDER PAINT	\$7,000.00
EMS PROFESSIONALS	SUPPLIES	\$94.29	NORWALK HS DANCE TEAM	DADDY DAUGHTER	\$300.00
EXCEL MECHANICAL	BLDG REPAIR	\$624.71	NORWALK WARRIOR CAFE	DADDY DAUGHTER	\$1,085.00
UNITY POINT NORWALK	PHYSICAL	\$313.00	OVERHEAD DOOR CO	EQUIPMENT	\$1,150.00
FARMERS COOP	SUPPLIES	\$87.60	PHYSIO-CONTROL	SUPPLIES	\$378.74
FIRE SVC TRAIN BUREAU	STATE FIRE SCHOOL	\$230.00	PLUMB SUPPLY	EQUIPMENT	\$635.74
FREEDOM TIRE & AUTO	VEHICLE REPAIR	\$754.15	ROBERT HAMILTON	EMS CLASS	\$50.00
HARRISON TRUCK	REPAIR	\$20.86	SHARI FIORI	EMS CLASS	\$50.00
HAWKEYE TRUCK EQUIP	202 IHC	\$57,779.00	SHRED IT	SERVICES	\$47.17
HYDRO KLEAN	SERVICES	\$686.80	STANDRIDGE GROUP	BUSINESS CARDS	\$70.00
IA DEPT OF PUB HEALTH	POOL REGIST	\$105.00	STEVE WARREN	EMS CLASS	\$50.00
ILLINOIS FIRE STORE	EQUIPMENT	\$69.05	DM REGISTER	SUBSCRIPTION	\$31.00
IND PUB ADVISOR	SERIES 2015B	\$11,700.00	THE WRIGHT PLACE	DADDY DAUGHTER	\$100.00
RECORD HERALD	SUBSCRIPTION	\$16.00	TRUCK EQUIP	BUCKET TRUCK	\$311.27
INDOFF INC	OFFICE SUPPLIES	\$596.89	U S P S	POSTAGE	\$300.00
IA ASSOC OF MUNICIPAL	RENEWAL	\$751.75	UNITY POINT HEALTH DM	HEARTREACH LAB	\$2,050.00
IOWA STATE UNIV	P & Z WORKSHOP	\$455.00	USA BLUE BOOK	METER WIRE	\$194.16
JAMES OIL CO	FUEL	\$4,463.90	USPCA REGION 21	TRAINING	\$50.00
JEFF SPENCER	EMS CLASS	\$50.00	VAN METER & ASSOC	SERVICES	\$280.00
JENN VETTERICK	JENN VETTERICK	\$65.00	VEENSTRA & KIMM	SERVICES	\$29,137.33
TEAL CREEK HOMES	TEMP METER	\$100.00	VILLAGIO	CITY SCHOOL	\$170.00
JNJ RENTALS	OPER SUPPLIES	\$100.00	WARREN CTY FIRE/EMS	DUES	\$30.00
JODIE IRLMEIER	EXCEL COURSES	\$225.00	WENDYS ICE CREAM	DADDY DAUGHTER	\$110.00
KELTEK INC	TAHOE	\$3,850.00	ZIEGLER INC.	PARTS	\$49.66

15-032 Motion by Greteman, seconded by Livingston to approve **consent** passed unanimously by RC vote.

Mayor opened the **Public Hearing** at 6:07 p.m. concerning adoption of the City of Norwalk Budget for fiscal year 2015-2016 and certifying tax levy rate. Eddleman reported that no written or oral comments were received. Mayor closed the Public Hearing at 6:08 p.m.

15-033 Motion by Livingston, seconded by Isley to adopt **Resolution No. 0305-15-017 adopting the City of Norwalk Budget for fiscal year 2015-2016 and certifying tax levy rate at \$15.69376** passed unanimously by RC vote.

Mayor opened the **Public Hearing** at 6:09 p.m. concerning the proposed Northwest Area Trunk Sewer No. 4 project. Eddleman reported that no written or oral comments were received. Mayor closed the Public Hearing at 6:09 p.m.

Mayor opened the **Public Hearing** at 6:09 p.m. concerning the ambulance acquisition. Eddleman reported that no written or oral comments were received. Mayor closed the Public Hearing at 6:10 p.m.

15-034 Motion by Greteman, seconded by Livingston to adopt **Resolution 0305-15-018 authorizing a loan agreement and the future issuance of General Obligation Ambulance Acquisition Bonds or Notes and providing for the levy of taxes to pay the same** passed unanimously by RC vote.

15-035 Motion by Livingston, seconded by Greteman to adopt **Resolution No. 0305-15-019 adopting plans, specificaitons, form of contract and estimate of costs for improvements known as the Northwest Area Trunk Sewer No. 4 project** passed unanimously by RC vote.

15-036 Motion by Jackson, seconded by Greteman to adopt **Resolution No. 0305-15-020 making award of the construction contract to J & K Contracting LLC for the improvements known as the Northwest Area Trunk Sewer No. 4 project, in an amount not to exceed \$215,790.00** passed unanimously by RC vote.

15-037 Motion by Livingston, seconded by Isley to adopt **Resolution 0305-15-021 approving the execution of Easements for the improvements known as the Northwest Area Trunk Sewer No. 4 project** passed unanimously by RC vote.

15-038 Motion by Jackson, seconded by Greteman to enter **closed session** regarding potential acquisition of real estate, pursuant to 21.5.1(i). RC passed unanimously.

15-039 Motion by Livingston seconded by Isley to return to **open session**. RC passed unanimously. No action taken.

15-040 Motion by Jackson seconded by Greteman to **adjourn** the meeting at 6:45 p.m. carried unanimously by voice vote.

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Tom Phillips, Mayor

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Jodi Eddleman, Deputy City Clerk

**MINUTES OF THE REGULAR NORWALK CITY COUNCIL MEETING ON 3-05-15**  
(unabridged version)

**Call to order**

Mayor Phillips called the City Council meeting to order at 6:05 p.m. Present at roll call: Tom Greteman, Erika Isley, Kyle Jackson and Jaki Livingston. Absent: Eric Delker. (RC = roll call vote)

Staff present included: Marketa Oliver, City Manager; Jodi Eddleman, Deputy City Clerk; Tim Hoskins, Public Works Director; Dustin Huston, Fire Chief; Nancy Kuehl, Parks and Recreation Director; Luke Parris, City Planner and Kirk Westvold, Assistant Police Chief.

**Approval of the Agenda – 15-030**

Motion by Greteman, seconded by Isley to approve the agenda, as amended to include appointment of Justin Craig and Scott Hughes, to the Construction Board of Appeals for terms expiring December 31, 2017, under the consent agenda, carried unanimously by voice vote.

**Welcome of guests and public comment**

Mayor welcomed those guests present. With no one present wishing to speak, the business portion of the meeting was opened.

**Approval of Minutes – 15-031**

Motion by Livingston, seconded by Isley to approve minutes from the February 19<sup>th</sup> regular council meeting carried unanimously by voice vote.

**Consent Agenda – 15-032**

Included tax abatement applications for approval; receive and file Storm Water Annual report; **Resolution 0305-15-016 setting date of Public Hearing on designation of the Norwalk Urban Renewal Plan amendment** and expenditures:

AARON HURT	EMS CLASS	\$75.00	KYLE BISSELL	EMS CLASS	\$100.00
AHLERS & COONEY	LABOR EMP	\$480.00	LARUE DIST	SUPPLIES	\$88.98
AIA CORPORATION	CLOTH ALLOW	\$111.75	LINDSAY MORTENSON	EMS CLASS	\$50.00
ALADTEC INC	SUBSCRIPTION	\$1,495.00	LIVING MAGAZINE	PUBLICATION	\$999.00
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DM WATER WORKS	DMWW	\$2,433.92	N WAR TOWN & CTY	MINUTES	\$274.86
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UNITY POINT NORWALK	PHYSICAL	\$313.00	OVERHEAD DOOR CO	EQUIPMENT	\$1,150.00
FARMERS COOP	SUPPLIES	\$87.60	PHYSIO-CONTROL	SUPPLIES	\$378.74
FIRE SVC TRAIN BUREAU	STATE FIRE SCHOOL	\$230.00	PLUMB SUPPLY	EQUIPMENT	\$635.74

FREEDOM TIRE & AUTO	VEHICLE REPAIR	\$754.15	ROBERT HAMILTON	EMS CLASS	\$50.00
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HYDRO KLEAN	SERVICES	\$686.80	STANDRIDGE GROUP	BUSINESS CARDS	\$70.00
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JNJ RENTALS	OPER SUPPLIES	\$100.00	WARREN CTY FIRE/EMS	DUES	\$30.00
JODIE IRLMEIER	EXCEL COURSES	\$225.00	WENDYS ICE CREAM	DADDY DAUGHTER	\$110.00
KELTEK INC	TAHOE	\$3,850.00	ZIEGLER INC.	PARTS	\$49.66

Motion by Greteman, seconded by Livingston to approve consent passed unanimously by RC vote.

### **Public Hearing and adoption of 2015-2016 Budget and tax levy – 15-033**

Mayor opened the Public Hearing at 6:07 p.m. concerning adoption of the City of Norwalk Budget for fiscal year 2015-2016 and certifying tax levy rate. Eddleman reported that no written or oral comments were received. Mayor closed the Public Hearing at 6:08 p.m.

Motion by Livingston, seconded by Isley to adopt **Resolution No. 0305-15-017 adopting the City of Norwalk Budget for fiscal year 2015-2016 and certifying tax levy rate at \$15.69376** passed unanimously by RC vote.

### **Public Hearing on Northwest Area Trunk Sewer No. 4 project**

Mayor opened the Public Hearing at 6:09 p.m. concerning the proposed Northwest Area Trunk Sewer No. 4 project. Eddleman reported that no written or oral comments were received. Mayor closed the Public Hearing at 6:09 p.m.

### **Public Hearing on General Obligation ambulance acquisition loan agreement.**

Mayor opened the Public Hearing at 6:09 p.m. concerning the ambulance acquisition. Eddleman reported that no written or oral comments were received. Mayor closed the Public Hearing at 6:10 p.m.

### **Ambulance acquisition loan agreement – 15-034**

Oliver stated this proposed pre-levy resolution is necessary to authorize Warren County to collect this debt service levy, as it is included in the budget 2015-2016 budget; and to borrow a short term loan from City State Bank, the lowest bidder.

Motion by Greteman, seconded by Livingston to adopt **Resolution 0305-15-018 authorizing a loan agreement and the future issuance of General Obligation Ambulance Acquisition Bonds or Notes and providing for the levy of taxes to pay the same** passed unanimously by RC vote.

#### **Northwest Area Trunk Sewer No. 4 – 15-035, 15-036 and 15-037**

Greteman asked if this was coming from the south. Hoskins said it is coming from the northwest, from a WRA trunk line. Isley asked about the preliminary plans and specs. Hoskins said they are not typically included with the resolution documentation, but the detailed construction plans are on file with the clerk. Greteman verified that it is a 12-inch pipe and it gets dug in to the ground to gravity feed into the trunk.

Motion by Livingston, seconded by Greteman to adopt **Resolution No. 0305-15-019 adopting plans, specifications, form of contract and estimate of costs for improvements known as the Northwest Area Trunk Sewer No. 4 project** passed unanimously by RC vote.

Hoskins noted that the bid tabs were provided to the council. The project estimate prior to the bid letting was \$250,000 and the low bid was approximately \$216,000. He recommended council approve the contract award tonight and state that he would bring the resolution approving the contract and bonds to the next council meeting on April 2<sup>nd</sup>.

Greteman asked how much the City will recoup from this investment from the existing connection fee district. Hoskins said on this one the City will receive a significant piece.

Motion by Jackson, seconded by Greteman to adopt **Resolution No. 0305-15-020 making award of the construction contract to J & K Contracting LLC for the improvements known as the Northwest Area Trunk Sewer No. 4 project, in an amount not to exceed \$215,790.00** passed unanimously by RC vote.

Motion by Livingston, seconded by Isley to adopt **Resolution 0305-15-021 approving the execution of Easements for the improvements known as the Northwest Area Trunk Sewer No. 4 project** passed unanimously by RC vote.

#### **Reports**

Westvold said the Chief will apply for the Philanthropic grant to purchase bikes for a bike patrol. They are also going to request a stealth radar device to get real data on traffic volume and speeds.

Huston reports that they responded to a suspicious fire on Monday and to reports of an explosion in Cumming by Cattail Creek.

Kuehl said she is applying to Built with Bags for grant money to purchase new picnic tables.

TG thanks to staff and department heads

Livingston said she has had two complaints about snow moving. First, Mr. Tabatabai expressed frustration that the snow is pushed up in front of the fire hydrant in the cul-de-sac when just a few doors down there is no fire hydrant or driveway. The second complaint was also at the end of a cul-de-sac where the snow was pushed in front of the mailbox. Livingston said that she is troubled about snow being pushed in front of a fire hydrant. Hoskins said staff went back out and moved the snow from the fire hydrant and that he had a conversation with the owner about his mailbox. He explained that there were six vehicles in his driveway and that would not allow the plow to get close enough to the curb to do a really good job.

Isley added that problems with snow removal on cul-de-sacs is something to keep in mind when approving plats and projects. Hoskins agreed it is a struggle.

Greteman said that he thought the budget process had gone smoothly and wanted to thank Marketa and staff for all of the work they put in.

Mayor Phillips noted the next Community Chat is on March 14<sup>th</sup> and Representative Gustafson will also be in attendance.

#### **Closed Session – 15-038 & 15-039**

Mayor asked City Attorney if this is a valid reason for closed session. Dougherty confirmed that it is.

Motion by Jackson, seconded by Greteman to enter closed session regarding potential acquisition of real estate, pursuant to 21.5.1(i). RC passed unanimously.

Motion by Livingston seconded by Isley to return to open session. RC passed unanimously. No action taken.

#### **Adjournment - 15-040**

Motion by Jackson seconded by Greteman to adjourn the meeting at 6:45 p.m. carried unanimously by voice vote.

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Tom Phillips, Mayor

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Jodi Eddleman, Deputy City Clerk